



CITY OF NEWPORT BEACH
REVENUE DIVISION
3300 NEWPORT BOULEVARD P.O. BOX 1768
NEWPORT BEACH, CA 92658-8915
(949) 644-3141 FAX (949) 644-3073
WEB: www.newportbeachca.gov/Revenue
EMAIL: FILMPERMIT@newportbeachca.gov

OFFICE USE ONLY

Film Permit Number _____

Account Number _____

FILM PERMIT APPLICATION

\$483 Application Fee due upon submission

Make check payable to the City of Newport Beach

Applicant's Name: _____

Production Company: _____ ☐ **Student Film**

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Producer: _____ **Phone:** (____) - _____

Production Manager: _____ **Phone:** (____) - _____

Location Manager: _____ **Phone:** (____) - _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Segment / Client: _____

Description of Event: _____

Proposed Location(s) of Event: _____

Date(s) of Event: _____

Time: From: _____ AM / PM To: _____ AM / PM

Type of Event: ☐ Film ☐ Video ☐ Still Shoot **Approximate Number of persons attending:** _____

Equipment: Cameras: _____ Lights: _____ Generator (size/number): _____

Reflective/Bounce Cards: _____ Large Trucks (including length): _____ Vans (number): _____

Crew Cars (number): _____ Motor Homes (including length): _____ Cranes: _____

Applicant's Signature: _____ **Date:** _____

(Please initial insurance requirements on second page)

OFFICE USE ONLY

CLASSIFICATION

____ COMMERCIAL
____ FEATURE
____ INDUSTRIAL

____ STUDENT
____ TELEVISION
____ PROOF OF 501(c)3

APP. FEE \$ _____ DAILY FEE \$ _____

POLICE \$ _____ LIFEGUARD \$ _____

FIRE \$ _____ RECREATION \$ _____

TOTAL \$ _____



CITY OF NEWPORT BEACH

FINANCE DEPARTMENT Revenue Division

City of Newport Beach Film Permits

Film permits are required for any film activity that occurs within the City. Film activity is considered to be still photography, film or video production. A film permit must be obtained from the Revenue Division prior to the start of production.

Reference: Section 5.46.020, Newport Beach Municipal Code

Exceptions

The following groups are not required to obtain a film permit: amateur photographers and people working for a news service including reporters, photographers or cameramen. A news service is defined as a radio broadcasting station, television station or similar entity engaged in on the spot broadcasting, reporting or photographing of news concerning those persons, scenes or occurrences, which are in the news or of a general public interest.

Reference: Section 5.46.020, Newport Beach Municipal Code

Application and Issuance

Any person who wishes to obtain a film permit must file an application with the Revenue Division at least 14 days *before* filming is to begin. However, the Revenue Division may waive the timing requirement of the application. The Revenue Manager must approve all permits. If the permit is approved, the applicant is not required to have a City business license if their permanent place of business is outside the City.

Reference: Sections 5.46.030, 5.46.040, 5.46.080, Newport Beach Municipal Code

Insurance Requirements

As a condition of granting a permit, the City of Newport Beach shall require a Permittee to provide General Liability Insurance for the full period of time for which the permit is granted in an amount no less than one million dollars (\$1,000,000). **The policy shall carry a special endorsement naming the City of Newport Beach, its elected or appointed officers, employees, agents and volunteers as additional name insureds.** The insurance coverage shall be primary insurance and/or primary source of recovery as respects to City, its elected or appointed officers, agents, officials, employees and volunteers as respect to all claims, losses or liability arising directly or indirectly from the Permittee's activity/event in the City. Any insurance or self-insurance maintained by City, its officers, officials, employees and volunteers shall be excess of Permittee's insurance and shall not contribute with it. A certificate and endorsements evidencing that such insurance is in force and will remain in force for the period of such permit shall be filed with the City of Newport Beach before any such permit is effective.

Permittee certifies that they are aware of and will comply with Section 3700 of the Labor Code of the State of California requiring every employer to be insured against liability for workers' compensation or to undertake self-insurance before commencing any work. Permittee shall carry the insurance or provide for self-insurance required by California law to protect said Permittee from claims under the Workers' Compensation Act.

The insurer issuing the Workers' Compensation insurance shall amend its policy by endorsement to waive all rights of subrogation against the City, its elected or appointed officers, agents, officials, employees and volunteers. Contractor shall submit to City, along with the required certificate of insurance a copy of such waiver of subrogation endorsement. **Initial _____**

Fees

Application fees:
\$483.00

Film Permit fees:
\$270.00 per day

In addition to the application fee, other fees may be charged for your production. These fees are based upon the cost of any City provided services in conjunction with your production, including the costs for police, fire, lifeguards and parking. Therefore, the fees can vary, depending on the size of the production.

Reference: Section 5.46.070, Newport Beach Municipal Code